**Quilchena Elementary PAC Meeting Minutes**

**Thursday, May 24, 2018**

In attendance: Ivan Tse (chair), Lily Luong (Treasurer), Susan Tse (Secretary), Kirsten Wallace (Principal), Brad Bolger, Alia Khan, Jindy Uppal, Lana Quay

1. **Call to Order – Welcome & Introductions**

* Meeting called to order at 6:40 p.m.

1. **Approval of the Minutes, Adoption of the Agenda**

* **MOTION**: Lily moved that the minutes be adopted as written. Seconded by Lana. Approved.
* **MOTION**: Lily moved that the agenda be adopted as written. Seconded by Lana. Approved.

1. **Business Arising from Minutes (Old Business)**

* Playground Fundraising Plan Update
* The Gaming grant won’t be available this year because of the Ministry’s announcement to give money for playgrounds. **ACTION**: Kirsten will email Sherry (Superintendent) to let her know so that she can advocate for us.
* Need a separate committee to head fundraising for playground (e.g. pub nights, boot sale, etc.). **ACTION**: Kirsten and Susan will create a playground display for Sports Day, including a sign-up sheet for joining the committee.
* Clothing Drive Report – we collected 181 bags and earned $543 for the school! Well done!
* Gift cards for Babysitters – **ACTION**: Lily will pick up 9 Dairy Queen gift cards of $10 each for the babysitters.

1. **Treasurer’s Report** – Lily Luong

* See attachment.

1. **Committee Reports & Correspondence**

Food Days – Jane Cyr & Michelle Woo

* Hot dog day coming up.

Food for Kids – Jindy Uppal

* Cupboard is stocked.

Fundraising – Jean Gross

* Not present to report.

1. **New Business: Year-End Items**

* Nominations for PAC Executive (Chair, Vice-Chair, Secretary, Treasurer)
* Executive members for 2018-19: Chair: Ivan Tse, Vice-Chair: Jean Gross, Secretary: Susan Tse, Treasurer: Lily Luong
* Other PAC roles: Food Days – Jane Cyr & Wendy Ng, Fruit & Veggie Coordinator – Lana Quay & Katya Kroogman, Fundraising – Jean Gross & Lana Quay
* PAC Volunteers needed for the following: RDPA (Richmond District Parent Association) Reps, Playground Fundraising Coordinator, Food for Kids Coordinator
* Sports Day – **ACTION**: Susan will ask Jane about posting a sign-up for jobs/roles
* First PAC Meeting Date for 2018-2019 – Tues. Sept. 25th – **ACTION**: Kirsten will contact West Richmond to see if they can attend
* Plans for Next Year
  + Fall Clothing Drive – **ACTION**: Susan and Lana to coordinate.
  + Family Photo Night – new company “We Just Click Photography” is booked for Wed. Oct. 17 & Thurs. Oct. 18th 5-9pm.
  + Multicultural Potluck – perhaps in November?
  + More food days, snack sales for next year
  + Advertising PAC meetings – **MOTION**: Kirsten will put in a work order for sandwich boards for PAC Meeting, Bottle Drive, Clothing Drive

1. **Principal’s Report** – Kirsten Wallace

* See attachment.

1. **Announcements/Reminders**

* Staff Appreciation Luncheon – Tues. June 5 – Please sign up to bring a dish or to help set-up/clean-up!
* THANK YOU to Jindy and Kate for their many years of service on the PAC – we will miss you both very much! Best of luck in the high school world!
* THANK YOU to ALL PAC members who have contributed and supported PAC events and fundraising efforts this year. We couldn’t have done it without all of your help and support!!

1. **Adjournment**

* Meeting adjourned at 8:05 p.m.

**Next meeting: Tuesday, September 25, 2018 6:30 – 8:00 p.m. in Multipurpose room.** Have a great year-end and a wonderful summer, everyone!!